

**Dighton Housing Authority (DHA)
Board of Commissioners Meeting
January 14, 2020
Page 1 of 1**

000650

Called to Order: Chairman Edward J. Olney called the Board of Commissioners (BOC) Meeting of the Dighton Housing Authority (DHA) to order at 9:30 a.m. on January 14, 2020.

Attendance: Alan B. Medeiros, Edward J. Olney, Anabela Powell, Alice E. Souza, and Executive Director Robbie A. DeSouza were present. Adele L. Collard was absent.

Minutes of Previous Meetings: The Board reviewed and discussed the December 10, 2019 minutes. Motion to accept the minutes of the December 10, 2019 meeting was made by Anabela Powell, seconded by Alice E. Souza, passed unanimously.

A Building Siding and Windows Project – Fish No. 076036 – Certificate of Substantial Completion: The Board reviewed and discussed Fish No. 076036 Certificate of Substantial Completion. Motion to approve the Fish No. 076036 Certificate of Substantial Completion and have Executive Director Robbie A. DeSouza sign was made by Alan B. Medeiros, seconded by Anabela Powell, passed unanimously.

A Building Siding and Windows Project – Fish No. 076036 – Certificate of Final Completion: The Board discussed the fact the Certificate of Final Completion has not been received. Motion to put on the agenda of a future Board Meeting after received was made by Alice E. Souza, seconded by Alan B. Medeiros, passed unanimously.

ADA Door Project – Fish No. 076037 – Change Order #5: The Board reviewed and discussed Change Order #5 for the ADA Door Project-Fish No. 076037 requesting a time extension. Motion to approve and have Executive Director Robbie A. DeSouza sign Change Order #5 for Fish No. 076037 was made by Alice E. Souza, seconded by Anabela Powell, passed unanimously.

Executive Director Performance Evaluation: The Board reviewed and discussed doing the Executive Director Performance Evaluation. Motion to have each Board Member fill out the Executive Director Performance Evaluation and return to Chairman Olney was made by Anabela Powell, seconded by Alan B. Medeiros, passed unanimously.

FY21 Formula Funding Budget: The Board reviewed and discussed the FY21 Formula Funding Budget and the fact that Executive Director Robbie A. DeSouza met to discuss the Formula Funding Budget with the tenants on 12/12/2019. Motion to approve the FY21 Formula Funding Budget as presented was made by Anabela Powell, seconded by Alice E. Souza, passed unanimously.

Memorandum of Understanding (MOU) Between Taunton Housing Authority and Dighton Housing Authority: The Board reviewed and discussed the MOU. Motion to approve and have Executive Director Robbie A. DeSouza sign the MOU between Taunton Housing Authority and Dighton Housing Authority was made by Anabela Powell, seconded by Alice E. Souza, passed unanimously.

Treasurer's Report(s):

November 2019: The Treasurer's Report for the month of November 2019 was reviewed and discussed. Motion to approve and have each present Board Member initial the November 2019 Treasurer's Report was made by Alan B. Medeiros, seconded by Anabela Powell, passed unanimously.

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Executive Director's Time Sheet – November 2019: The Board reviewed and discussed Robbie A. DeSouza's time sheet for the month of November 2019. Motion to approve Robbie A. DeSouza's November 2019 Time Sheet and have each present Board Member initial it was made by Alan B. Medeiros, seconded by Anabela Powell, passed unanimously.

Executive Director's Report: The Executive Director's Report was reviewed and discussed by the Board. Motion to accept the Executive Director's Report as given was made by Anabela Powell, seconded by Alice E. Souza, passed unanimously.

Next Meeting: February 11, 2020

Adjournment: Motion to adjourn the January 14, 2020 Board of Commissioners Meeting was made by Anabela Powell, seconded by Alice E. Souza, passed unanimously.

Materials: Cover Letter / Clerk's Certificate / Agenda / Minutes From Previous Meeting and/or Extract from Minutes / Treasures Report / ED Robbie A. DeSouza Monthly Time Sheet / Executive Director's Report / 076036 Certificate of Substantial Completion / 076036 Certificate of Final Completion / Executive Director Performance Evaluation Form / FY21 Formula Funding Budget / MOA


Robbie A. DeSouza
Executive Director
FOR THE AUTHORITY

